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Comptroller

26 September 1952

Deputy Comptroller

Weekly Activity Report

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1. In a meeting attended by members of the Technical Accounting Staff, the Budget Division, and the Finance Division, determined the subject matter that should be included in the staff study to be prepared by the recently appointed working committee with respect to stock accounting policies and procedures. The working committee was instructed to immediately prepare a rough draft which would be available for review sometime during the first week in October.

2. Arranged a meeting with the Office of Personnel, Procurement, Organization and Methods, and other members of the Comptroller's Office to review the contemplated use of the recently designed master coding system and to reconsider the appropriate office to be custodian of the code. Prior to the meeting, it had been the contention of the Office of Procurement and Supply that they needed the entire master code for their stock accounting operations. However, after considerable discussion, it was agreed by Procurement that the allotment accounting code, which has been developed by the Budget Division of the Comptroller's Office from the master code, will be sufficient for their use; and that it will therefore not be necessary to distribute the master code to their office.

The Office of Personnel advised that they had not taken any steps to attempt to conform their present code system to the master code, but that they would review their situation and would consult with Organization and Methods as to the feasibility of making such a change.

At this meeting, the proposal was made that Organization and Methods be the custodian of the code rather than the Budget Division; since this would result in the custodian not being one of the users of the code. It was agreed that this problem would be decided internally by the components of the Comptroller's Office.

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3. Met with [REDACTED] of Office of General Counsel and discussed the cable recently received from the [REDACTED] giving further details concerning the inequities to CIA personnel in [REDACTED] areas with respect to the cost of hotel accommodations as compared to the temporary allowance rate established by the State Department for those areas. It was agreed that, since the original discussion of the problem was with [REDACTED] it would be best to delay further review and discussion of the problem until his return Monday, 29 September 1952.

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[REDACTED] reported for duty with the Technical Accounting Staff.

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5. In accordance with several recent discussions with the Office of Procurement and Supply, [REDACTED] of the Technical Accounting Staff has been assigned as representative of the Comptroller's Office to the task force, which is leaving the latter part of October for the Far East to install stock accounting records for that area.

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6. The Deputy Comptroller and [REDACTED] of the Technical Accounting Staff attended a meeting in the Office of Procurement and Supply concerning the plans for the FE stock accounting program. The majority of this meeting was confined to discussing Procurement and Supply organization in the Far East; but the meeting served to acquaint [REDACTED] with some of the people with whom he will be working in the Office of Procurement and Supply, as well as giving him some initial knowledge with respect to the stock accounting problem.

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[REDACTED]

8. With respect to the liaison arrangement between the Comptroller and the Commercial Division, members of the Technical Accounting Staff participated in the following proprietary project activities:

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[REDACTED]

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